

# JOINT SOLICITATION FOR PROPOSALS

## NATIONAL NUCLEAR SECURITY ADMINISTRATION



## AIR FORCE RESEARCH LABORATORY



## NUCLEAR EXPLOSION MONITORING RESEARCH AND ENGINEERING

### BROAD AGENCY ANNOUNCEMENT

**SOLICITATION NUMBER DE-PS03-03SF22698**

Issuing Office: Department of Energy  
National Nuclear Security Administration  
Oakland Operations Office  
1301 Clay Street, N-700  
Oakland, CA 94612-5208

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**Proposals Due: February 6, 2003**

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This Solicitation and any Amendments are available via the internet at <http://e-center.doe.gov>.

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## I. INTRODUCTION

The National Nuclear Security Administration and the Air Force Research Laboratory are jointly soliciting proposals for the research and engineering needs described herein. This Broad Agency Announcement constitutes the actual solicitation for this requirement as publicly synopsisized in Federal Business Opportunities on November 5, 2002 and the Federal Register on November 14, 2002.

The National Nuclear Security Administration (NNSA) and the Air Force Research Laboratory (AFRL) invite proposals for research and development to improve national capabilities to detect, locate and identify nuclear explosions. The NNSA Office of Nonproliferation Research and Engineering has the responsibility to apply the broad base of U.S. expertise that has been acquired in testing nuclear weapons and in supporting disciplines to improve national capabilities to detect, locate and identify nuclear explosions and to provide cost-effective technologies, algorithms, hardware, and software to U.S. government agencies that are responsible for nuclear explosion monitoring. The AFRL has the responsibility to execute a research and development (R&D) program in nuclear explosion monitoring in support of the Air Force Technical Applications Center (AFTAC).

Research products under this solicitation shall support Air Force requirements and will be integrated by the NNSA into product deliveries, primarily Knowledge Base deliveries, to AFTAC (the end user). Information about the NNSA Nuclear Explosion Monitoring Research & Engineering Program can be found online at <http://www.nemre.nn.doe.gov>.

Proposals must be submitted for either a contract or a financial assistance award. However, NNSA and AFRL reserve the right to determine which procurement instrument shall be used. The instrument used will be appropriate to the scope of work. In general, contracts are used when definitive products, hardware, or software will be delivered, when there is extensive coordination and direction required from the government during the execution of the Statement of Work, or when the deliverables directly contribute to a specific government program. Financial assistance is generally used for research and development (R&D) deliverables where there are unknown factors, where “best efforts” are acceptable, where there is less coordination and direction required from the Government, or where the deliverables are of benefit to the general public.

Responses are requested from responsible organizations (foreign and domestic) including those from private industry, academic institutions, research institutions and non-profit organizations. Federal agencies may submit proposals subject to appropriations language but may not partner with Federal Funded Research Development Centers (FFRDCs). FFRDCs, including the NNSA national laboratories, cannot directly respond to this solicitation as prime/lead contractors, but can participate in this solicitation as subcontractors or team members. For-profit organizations that respond to this notice should indicate whether or not they are a small business, a socially and economically disadvantaged business, or a woman-owned business. Educational institutions that respond to this solicitation should indicate if they are Historically Black Colleges or Universities or Minority Institutions.

Awards under this Solicitation are subject to the availability of funds. It is estimated that seven to fifteen awards will be made under this solicitation, but the exact number of awards is unknown. Acceptance of a Proposer's proposal for evaluation does not obligate NNSA or AFRL to make an award. NNSA and AFRL reserve the right to fund, in whole or in part, any, all or none of the proposals submitted in response to this solicitation. NNSA and AFRL also reserve the right to award without discussions.

#### **A. Nuclear Explosion Monitoring Research and Engineering Solicitation Overview**

NNSA and AFRL invite proposals for nuclear explosion monitoring research and engineering under Solicitation Number DE-PS03-03SF22698 in accordance with Public Laws 42 U.S.C. 7254 and 40 U.S.C. 486(c) and their implementing regulations in Title 10 Part 600 and Title 48 Part 35 of the Code of Federal Regulations. The program managing this solicitation for NNSA is the ground-based Nuclear Explosion Monitoring (NEM) Research and Engineering (R&E) Program (<http://www.nemre.nn.doe.gov>), under NNSA's Office of Nonproliferation Research and Engineering (NA-22). The Battlespace Environment Division of the Space Vehicles Directorate is managing this solicitation for AFRL. This solicitation requires proposals to be submitted electronically, as explained in the section "Submission of Proposals."

#### **B. Technical Scope and Research Topics**

Research is being sought in three topic areas:

- TOPIC 1: Energy partition for local and regional seismic phases, magnitudes, and source physics;
- TOPIC 2: Seismic Calibration and Ground Truth Collection;
- TOPIC 3: Seismic Detection, Location and Discrimination.

The objective of this solicitation is to advance the state-of-the-art in nuclear explosion monitoring in the field of seismic methods. This will be achieved through basic and applied research that enhances understanding of the underlying phenomena, that proposes new methods of tackling monitoring problems, or (in the case of Topic Area 2) that develops new data of use in nuclear explosion monitoring. Field experiments may be proposed.

Each of the three topic areas is described below. Individual proposals should be directed to only one topic area, but the Proposer may submit proposals in more than one topic area. All topic areas are of equal importance. However, depending on the proposals received and programmatic needs, funding will not necessarily be distributed evenly between the topic areas.

### **Topic 1 (Energy partition for local and regional seismic phases, magnitudes, and source physics)**

Proposals are sought complementing existing efforts to answer the question of how seismic energy is generated from underground phenomena (including distributed and single point explosions, double-couple earthquakes and other modes of rock failure) and how this energy is partitioned between P and S waves. Generation of S waves from explosions is of interest in this area, as are models of the source, both theoretical and empirical. How the generation and partitioning of the seismic energy is affected by properties such as 1) source region medium and overburden, 2) the local structure, and 3) the surrounding tectonic province is also of interest. Another question is: what is the physical basis for a measurable property, such as magnitude that can be directly related to the yield of a fully coupled explosion, and how do emplacement conditions effect the observation?

Proposals for field experiments, theoretical investigations, and observational investigations including empirical source models and investigations in mines will be considered under this topic. Proposals for improved modeling of waveforms at local, regional, and near-teleseismic distances will also be considered. Possible effects of frozen hard rock on explosive coupling are also of interest.

### **Topic 2 (Seismic Calibration and Ground Truth Collection)**

Proposals to collect ground truth information and velocity models useful for calibration in the seismic area are sought in this topic.

Proposals for dedicated GT0 calibration explosions are of high interest, especially reciprocal calibration shots. Collection of ground truth at a GT5 level or better is sought for events of magnitude 2.5 and larger. Such high-quality ground truth events (with absolute location and depth errors less than 5 kilometers) might be obtained from: a) dense local networks, b) instrumented mines, c) remote sensing, or d) other techniques. Special consideration will be given to remote sensing techniques for ground truth collection applicable to regions that are difficult or impossible to access. Proposals that specifically address uncertainties in the acquired ground truth information are desirable. Geophysical studies that generate new ground-truth events with source geometry information are sought, such as mining explosions or mining-related collapse studies.

Proposals are sought to develop models that calibrate earth velocity and attenuation structure, especially in aseismic regions. Priority may be given to studies of propagation conditions in Eurasia. Improved Q models with emphasis on regional phases Pn, Pg, Sn, Lg and surface waves are desirable. Particular emphasis will be placed on procedures that develop models by fitting multiple datasets (e.g. body and surface wave tomography, receiver functions, refraction data, gravity, etc.), and procedures that estimate the uncertainty of geophysical models. Proposals also are sought that characterize transition zone propagation, i.e. mapping and calibrating travel time and amplitude behavior of P and S waves traveling through the

transition zone (ray bottoming depths from the Moho to 660 km and distance ranges from 13 to 30 degrees).

### **Topic 3 (Seismic Detection, Location, and Discrimination)**

Seismic signal processing methods are sought with potential to lower significantly the thresholds at which detection, location and identification functions can be performed at acceptable false alarm rates. In particular, new methods of array signal processing are solicited that employ calibration or other techniques to enhance signal detection and parameter estimation (e.g. azimuth, phase velocity) in strongly heterogeneous media. Estimating improvements in detection, including testing of detection processes using superposition of actual signals in increasing noise, is of interest. Improved methods of arrival-time picking and phase identification, especially for local (0-300 km) and far-regional (1500 km and greater) phases are desired.

Improved location techniques are sought, especially for the development of promising mathematical and geophysical techniques for determining new ground-truth events and earth structure. An example could be combining relative event locations with limited ground-truth constraints (such as fault planes).

Proposals for new techniques of discrimination that make significant improvement over current techniques would be of interest, as are new techniques of detecting and validating depth phases for crustal events observed regionally, teleseismically, and locally. Proposals to extend existing techniques of discrimination such as Ms:mb to lower level regional signals are also of interest.

Full waveform synthetic seismogram matching to data for seismic event detection, location, and discrimination are of interest.

### **C. Teaming**

Teaming may be proposed among organizations including those from the private sector, Federal agencies, FFRDCs, universities, and other organizations. Federal agencies may submit proposals subject to appropriations language but may not partner with FFRDCs. One organization must be designated the overall technical lead and one individual from the lead organization must be designated as the lead investigator. **The lead principal organization will be accountable for the full team effort and this must be acknowledged with appropriate signatures.** The lead principal investigator will be responsible for the integration, management, and reporting for the team.

Proposals from teams should state the perceived benefits of the teaming arrangement, particularly in terms of the proposed research product. One integrated proposal, including one Technical Proposal, should be submitted by the team for peer review and product management purposes. However, to effectively manage funding allocated to this solicitation, NNSA and AFRL reserve the right to separately contract with and/or fund each organization

comprising a team. For this reason, the technical approach, deliverables, costs, and certain forms/certifications must be clearly separable and delineated to allow separate awards to each team member. Refer to Section II for more detail on team proposal requirements.

Under this solicitation, FFRDCs, including the NNSA national laboratories, can only participate as team members. FFRDCs, including the NNSA national laboratories, will be accessible to any lead organization wishing to discuss teaming arrangements, and will equally evaluate and accommodate all requests for teaming arrangements.

### **Participation by Federally Funded Research and Development Center Contractors**

Federally Funded Research and Development Centers (FFRDCs) are not eligible for an award under this solicitation, but they may be proposed as a team member subject to the following guidelines:

Authorization for non-DOE/NNSA FFRDCs. The Federal agency sponsoring the FFRDC must authorize in writing the use of the FFRDC on the proposed project and this authorization must be submitted with the proposal. The use of a FFRDC must be consistent with the FFRDC's authority under its contract and must not place the FFRDC in direct competition with the private sector.

Authorization for DOE/NNSA FFRDCs. The cognizant DOE/NNSA contracting officer must authorize in writing the use of a DOE/NNSA FFRDC on the proposed project and this authorization must be submitted with the proposal. The following wording is acceptable for this authorization.

“Authorization is granted for the \_\_\_\_\_ Laboratory to participate in the proposed project. The work proposed for the laboratory is consistent with or complimentary to the missions of the laboratory, will not adversely impact execution of the DOE assigned programs at the laboratory, and will not place the laboratory in direct competition with the domestic private sector.”

Value/Funding. The value of and funding for the FFRDC portion of the work will not normally be included in the award to a successful proposer. Usually, NNSA will fund a DOE/NNSA FFRDC through the NNSA field work proposal system and will fund other FFRDC entities through an interagency agreement with the sponsoring agency.

FFRDC Effort. The FFRDC effort shall not exceed 50% of the total effort.

Responsibility. The proposer, if successful, will be the responsible authority regarding the settlement and satisfaction of all contractual and administrative issues, including but not limited to disputes and claims, arising out of any agreement between the proposer and the FFRDC.

**D. Performance Period**

The performance period will begin after selection and award during the fourth quarter of fiscal year 2003 and will be between 1 and 3 years. (See III.B, “Award and Notification.”)

**E. Program Requirements****1. Reporting Requirements**

Quarterly project status reports and quarterly financial reports will be required.

**2. Coordination With Knowledge Base Product Integrator**

For awards made by NNSA, the lead principal investigator will be assigned to work with a “Product Integrator” who will ensure that data and research products resulting from the proposal can be integrated into the NNSA Knowledge Base. The Knowledge Base is a well-defined database of data and research products for use in nuclear explosion monitoring operations. Information about the Knowledge Base and the integration process can be found at [http://www.nemre.nn.doe.gov/nemre/kbase\\_info.html](http://www.nemre.nn.doe.gov/nemre/kbase_info.html). The product integrator will be specified upon award and posted at <http://www.nemre.nn.doe.gov/coordination>.

**3. Program Reviews**

Two program reviews will be held per year.

One review will be the annual Seismic Research Review (SRR) where the lead Principal Investigator will be required to prepare a paper and a poster presentation. The SRR is held in September alternating between the east and west coasts. The tentative date and location for the 2003 SRR is September 23-25, 2003, in Tucson, Arizona. Further information on the SRR can be found at <http://www.nemre.nn.doe.gov/review2002>.

The second review will be a smaller focused review (10-20 contracts) where the lead investigator will provide a summary of work in progress. For planning purposes, it may be assumed the second review will be in the Midwest and will not require a conference fee.

**4. Use of PASSCAL Instruments**

Proposers who plan to use PASSCAL instruments should state in the proposal the instruments that will be requested and when they will be required.

**5. Explosives/Energetic Experiments**

Proposers who plan to conduct experiments with explosives or energetic devices should plan for activities and documentation to assure that experiments are well designed with design reviews held with all stakeholders, are coordinated with all stakeholders, are evaluated for



NEPA/environmental issues, comply with local requirements/permits, are conducted in a safe manner, and do not interfere/affect the operations of other already installed measurement/detection systems.

## II. PROPOSAL

Proposals must be received by **8:00 PM Eastern Standard Time (5:00 PM Pacific Standard Time) on February 6, 2003**. Proposals received after the deadline will be considered late and will be treated in accordance with Federal Acquisition Regulations (FAR) 15.208, "Submission, Modification, Revision, and Withdrawal of Proposals." Proposals **must be submitted electronically** using the Industry Interactive Procurement System (IIPS) in accordance with the instructions in Section IV. T. "Submission of Proposals." Proposals submitted through any other method such as, the U.S. Postal Service, facsimile, telegraphically, courier companies, or hand-delivered hard copies will be considered non-responsive. Proposals will not be returned to the Proposers. Proposals shall consist of a Cover Page, a Technical Proposal, a Cost Proposal, and a Business Management Proposal, as described below. No administrative or cost data shall be included in the Technical Proposal.

The Proposal must contain the following information:

### **A. Cover Page**

The following information must be included in the Cover Page:

1. Statement that the document is a Proposal;
2. Solicitation Number;
3. Proposal title;
4. Name and address of institution (Proposer);
5. Point of contact information including name, mailing address, telephone number, fax number, electronic mail address for:
  - ☐ all technical POC(s),
  - ☐ the contract administrator POC,
  - ☐ any team organization with an indication of who the lead technical POC is for that organization, and,
  - ☐ the proposal preparer;
6. Submission date, proposed period of performance, and offer acceptance period;
7. Preferred acquisition instrument: Contract or Financial Assistance; and
8. Any concerns regarding the use of non-Government reviewers during the review process.

### **B. Technical Proposal**

The Technical Proposal should comply with the following rules. Proposals are to be formatted for 8.5 x 11-inch paper with 1-inch margins in type not smaller than 12 point. The Technical Proposal length shall not exceed 45 single-spaced pages. Proposals from teams can increase the Technical Proposal length limit by 5 single-spaced pages for each team member for the separate statement of work and deliverables required for each team member. The offeror's Technical Proposal should specifically address the Technical/Management evaluation criteria in Section III.A. of this Solicitation. Any proposal that contains a

Technical Proposal that exceeds the applicable page limit shall be considered non responsive and will be eliminated from further consideration.

The Technical Proposal is comprised of the following components:

**1. Summary Page.** The summary page is to identify the proposal title, names and titles of the principal investigator(s) and the principal investigator's institutional affiliations, and other organizations that the principal investigator is teaming with (if applicable). It is also to provide a brief (350 words or less) summary of the proposal.

**2. Narrative.** The narrative includes tables, figures, and references. The proposal narrative is to provide a detailed description of the proposed research, including the research objectives, the methodology and approaches for accomplishing those objectives, the anticipated results of the research, the relevance of the proposed research and anticipated results to the program objectives stated in Section I.B, "Technical Scope and Research Topics." It should describe the purpose of the research, provide a review of previous and ongoing work, and identify any technical issues that need to be solved. Facilities, equipment and other resources of the Proposer that will be used in the performance of the proposed research should be described. Any collaborators should also be identified. Proposals from teams should state the perceived benefits of the teaming arrangement and the type of teaming arrangement preferred.

**3. Technical Approach.** The Technical Approach should be broken down into phases, to the maximum extent possible, into efforts that can be completed in 12-month increments. Each phase shall list and describe the tasks and subtasks associated with that phase to include identification of associated milestones and deliverables by task and subtask. Deliverables include reports, data, hardware, software and documentation, as applicable. Team proposals are to include a separate Technical Approach for each team organization. The Technical Approach should have proprietary data clearly identified and separable as described under "Proprietary Proposal Information."

**4. Proposed Schedule.** The proposed schedule identifies when a task or subtask begins and ends and provides milestone and deliverable due dates. The proposed period of performance should be commensurate with the tasks.

**5. Key Personnel.** The proposal must identify all key senior personnel involved in the project. The proposal must include curricula vitae (background and experience information including a list of relevant publications, if any) of the principal investigator and other key personnel. Any changes to key personnel during the project will need the concurrence of the appropriate NNSA/AFRL Contracting Officer.

Failure to provide these items in the Technical Proposal could, at the Government's discretion, render the proposal non-responsive, causing the proposal to be eliminated from further consideration.

### **C. Cost Proposal**

The Cost Proposal includes a statement of the Proposer's costs to perform the proposed work as well as the required budget form DOE F 4620.1. The costs should be commensurate with the proposed tasks.

For both contract and Financial Assistance proposals, the Cost Proposal must include detailed supporting cost schedules and breakdowns for the phases identified in the proposed Technical Approach by task and subtask, and include yearly budget information with written justification for each budget item, especially items of equipment (DOE F 4620.1).

All facilities, equipment, and supplies needed to implement the proposed research must be identified in the budget and the budget must specify whether the dollars requested cover purchase, rental, or borrowing of each item. Any facilities, equipment, or any other non-monetary resources that are required of the Government must be itemized. Any intention of borrowing equipment from the IRIS PASSCAL Equipment Center must be made explicitly in the proposal.

Labor costs should include fringe benefits and are to be provided by labor category. Travel costs are to be itemized by airfare, local travel, per diem and miscellaneous expenses per traveler per destination. The purpose of the trip(s) should also be included. Overhead rates, fees, and taxes are also to be specified.

For team proposals, separate Cost Proposals, including pricing rate detail, should be submitted for each team organization with the lead organization's submission.

If a proposal is selected and a cost reimbursement contract will be awarded, the cost proposal may require revision to meet the requirements of FAR 15.408, Table 15-2, "Instructions for Submitting Cost/Price Proposals when Cost or Pricing Data are Required."

### **D. Business Management Proposal.**

The Business Management Proposal consists of administrative forms and certifications. Proposers must submit different Business Management Proposals, depending on whether a contract or Financial Assistance is proposed (see detailed list below). All administrative forms are available electronically in IIPS as described in Section IV.R, "Forms".

For team proposals, separate Business Management Proposals should be provided for each team organization with the lead organization's submission.

Signatures are acceptable by typing the names and dates of authorized personnel on documents requiring a signature. This type of signature is acceptable only when documents are retrieved through IIPS.

The Business Management Proposal must include the following:

Financial Assistance (NNSA only)

1. Application for Federal Assistance (Standard Form 424). (Not required of Federally Funded Research and Development Centers (FFRDCs))
2. Negotiated indirect rate information. Please provide the name of the negotiating agency and point of contact with email and/or telephone number.
3. Assurances of Compliance – Nondiscrimination in Federally Assisted Programs (Form DOE F 1600.5). (Not required of Federally Funded Research and Development Centers (FFRDCs))
4. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements (Form FA-CERTS). (Not required of Federally Funded Research and Development Centers (FFRDCs))
5. Contract and Financial Assistance List: A list of current and pending government contracts and financial assistance agreements is to be provided by title, sponsoring agency, solicitation reference, and brief description.
6. Past and Present Performance Information: Descriptions of related past and current efforts and results as applicable are to be provided along with points-of-contact/reference and contract numbers.
7. Funding Organization List: A list of the names and addresses of other government and private organizations that have in the past, are currently, and/or are likely in the future to provide the Proposer funds for the same or similar research.
8. List of foreign nationals planned to be supported by this effort at the time of submission.
9. NEPA Environmental Checklist Form (See Section IV.Q).
10. Signature of the individual authorized to ensure the commitment of the Proposer organization as described in Section IV.A of this document.

Contracts (NNSA and AFRL)

1. Standard Form 33, Solicitation, Offer and Award
2. Negotiated indirect rate information. Please provide the name of the negotiating agency and point of contact with e-mail and/or telephone number.
3. Assurances of Compliance – Nondiscrimination in Federally Assisted Programs (Form DOE F 1600.5). (Not required of Federally Funded Research and Development Centers (FFRDCs).)
4. Representation, Certification, and Other Statements of Offeror (Reps & Certs). (Not required of Federally Funded Research and Development Centers (FFRDCs))
5. Contract and Financial Assistance List: A list of current and pending government contracts and financial assistance agreements is to be provided by title, sponsoring agency, solicitation reference, and brief description.
6. Past and Present Performance Information: Descriptions of related past and current efforts and results as applicable are to be provided along with points-of-contact/reference and contract numbers.

7. Funding Organization List: A list of the names and addresses of other government and private organizations that have in the past, are currently, and/or are likely in the future to provide the Proposer funds for the same or similar research.
8. List of foreign nationals planned to be supported by this effort at the time of submission and Certificate Pertaining to Foreign Interests, Standard Form 328.
9. NEPA Environmental Checklist Form (See Section IV.Q).
10. Letter(s) of Commitment from teaming partners, if applicable.
11. Signature of the individual authorized to ensure the commitment of the Proposer organization as described in Section IV.A of this document.

### III. PROPOSAL REVIEW AND AWARD

#### A. Review of Proposal and Evaluation Criteria

##### Review Process

Awards will be based on a merit review by subject matter experts using a peer review process. The review and evaluation process will be conducted jointly by NNSA and AFRL.

A proposal will be objectively evaluated on its own merit against the Technical Criteria described below by going through a peer review by multiple reviewers and a Technical Review Panel. The peer reviewers will consist of experts from academic institutions, private industry, Air Force and NNSA laboratory personnel, and/or the Government. The Technical Review Panel will consist of academic, private industry, and NNSA/AFRL experts.

**Note:** Non-Government evaluators may be used for reviewing the Technical Proposal. All reviewers are required to sign statements prior to reviewing a proposal attesting to no conflict-of-interest and non-disclosure or personal use of proposal/proprietary information. If the Proposer has any concerns regarding the use of non-Government reviewers they should indicate their reasons for such concerns on the cover page. Additional questions or concerns may be directed to: Ms. Gloria Abdullah-Lewis, Contract Specialist at: (510) 637-1863 or gloria.abdullahlewis@oak.doe.gov

Following the peer review process, the proposals will be jointly evaluated by NNSA and AFRL against technical, cost, and programmatic factors by a Source Selection Evaluation Board (SSEB) consisting solely of Government personnel. NNSA and AFRL will each designate a Source Selection Official (SSO). The NNSA SSO and AFRL SSO will determine which proposals will be accepted by each agency, with recommendations from the SSEB.

The Government reserves the right to determine which agency funds which proposal.

##### Evaluation Criteria

The formal peer review evaluation will be based on Criteria 1-4, which are listed in descending order of importance. Criteria 1 and 2 are significantly more important than 3 and 4. Criteria 3 and 4 are of equal importance.

The source selection evaluation process will be conducted, taking into consideration the evaluation of Criteria 1-4 by the formal peer review, Criterion 5, Criterion 6, and Criterion 7, in the following manner:

- Criteria 6 and 7 are of significantly more importance than Criterion 5;
- Criteria 6 and 7 are of equal importance to the combined peer review evaluation of Criteria 1-4; and

- The combined peer review evaluation of Criteria 1-4 is significantly more important than Criterion 5.

Accordingly, the combined evaluation of Criteria 1-4, 6 and 7 are significantly more important than Criterion 5. A best value process, as authorized in FAR 15.101-1, may be used in the source selection under this procurement.

**CRITERIA 1-4: Technical/Management:**

- (1) The potential for the research results to achieve the Solicitation objective, as stated in Section I, "Introduction."
- (2) Overall scientific and technical merit.
- (3) Assessment of the extent to which the proposed work complements and/or avoids duplication of already completed or ongoing work.
- (4) Qualifications, capabilities, and experience of the principal investigator, team leader, and key personnel as well as corporate capabilities and relevant experience.

**CRITERION 5: Costs.** This includes reasonableness and appropriateness of the proposed costs.

**CRITERION 6: Programmatic balance.** Programmatic balance includes considerations such as the relative importance or urgency of one specific research effort or technical approach over another. Factors such as end users and relationships to other research efforts influence determinations of importance and urgency.

**CRITERION 7: Past and Present Performance.** NNSA and AFRL reserve the right to solicit from available sources relevant information concerning the Proposer's past and current performance and may consider such information in its evaluation. Performance information may include the Proposer's on-time reporting history.

**B. Award and Notification**

It is anticipated that selection decisions will be made during the last quarter of fiscal year 2003. The selection decision notifications will be posted electronically on IIPS within two weeks of the completion of the selection process.

Written decision notifications will also be provided to the Proposers. For successful proposals, written notification will be made by the funding organization (NNSA or AFRL). For unsuccessful proposals, NNSA will provide written notification. Unsuccessful Proposals will be retained by NNSA. After the decisions are announced, unsuccessful Proposers may request a debriefing on an unsuccessful proposal to obtain more information on its strengths and weaknesses. A debriefing does not allow a proposal to be re-reviewed.



#### **IV. GENERAL INFORMATION**

##### **A. Eligibility Requirements**

This solicitation invites proposals from Proposers through Principal Investigators. Proposals must be signed by the Principal Investigator of the Proposer organization, and by an individual who is authorized to commit the Proposer organization and must commit the Proposer to comply with the terms and conditions of the award, if awarded. (Principal Investigators are not generally authorized to act for their institutions.) FFRDCs, including the NNSA national laboratories, cannot respond to this solicitation as the prime/lead organization.

##### **Financial Assistance**

Recipients and sub-recipients of NNSA Financial Assistance shall comply with the applicable requirements of 10 CFR Part 600, Federal Statutes, the OMB Circulars, and other Government-wide guidance implementing 10 CFR Part 600; and the requirements identified in Appendix A of 10 CFR Part 600.

##### **Contracts**

Contractors and subcontractors of NNSA shall comply with the applicable requirements of 48 CFR, Federal Statutes, Executive Orders, and other Government-wide guidance implementing 48 CFR, including the Department of Energy Acquisition Regulations.

Contractors and sub-contractors of AFRL shall comply with the applicable requirements of FAR Part 52, Department of Defense (DOD) FAR Supplement Part 252, any Government-wide guidance implementing these requirements, Federal Statutes, and applicable OMB Circulars.

##### **B. False Statements**

Proposals must set forth full, accurate, and complete information as required by this solicitation. The penalty for making false statements is prescribed in 18 U.S.C. 1001.

##### **C. Questions**

Frequently asked questions (and their answers) will be posted on the IIPS website at <http://e-center.doe.gov>. (See "IIPS Information" below.) Questions concerning this solicitation must be submitted using the IIPS website. Questions will be accepted until January 13, 2003. Responses to questions will be posted on IIPS within one week of receipt, if possible, or no later than January 21, 2003.

**D. CFDA and NAICS**

For Financial Assistance awards, the Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 81.113, Nonproliferation and National Security Research. This information is provided for completion of block 10 of the Proposal for Federal Assistance, Standard Form SF-424.

For Acquisition awards, the North American Industry Classification System (NAICS) applies. The NAICS code that applies to this solicitation is 541710. (See <http://www.naics.com>.)

**E. Export Control**

Awardees will be required to comply with U.S. regulations on export control. Additional information may be obtained from the Department of Commerce, Bureau of Export Administration at <http://www.bxa.doc.gov>.

**F. Patents, Data, and Copyrights**

Appropriate intellectual property provisions will be incorporated in any resulting agreement in accordance with appropriate regulations as determined by the status of the Proposer organization and the particular project.

Intellectual property (patents, data, and copyrights) will be treated for NNSA awards in accordance with 48 CFR 52.227, 48 CFR 952.227, and 48 CFR 27 (contracts) and 10 CFR 600.27 (financial assistance).

For AFRL awards, intellectual property will be treated in accordance with FAR 52.227-11 and DOD FAR Supplements 252.227-7013 and 252.227-7039.

**G. Proprietary Proposal Information**

Proposals submitted in response to this solicitation may contain trade secrets and/or privileged or confidential commercial or financial information which the Proposer does not want used or disclosed for any purpose other than evaluation of the proposal. The use and disclosure of such data may be restricted, provided the Proposer marks the cover sheet of the proposal with the following legend and specifies the pages of the proposal which are to be restricted in accordance with the conditions of the legend:

"The data contained on pages (specify) of this proposal have been submitted in confidence and contain trade secrets or proprietary information, and such data shall be used or disclosed only for evaluation purposes, provided that if this proposer receives an award as a result of or in connection with the submission of this proposal, NNSA and AFRL shall have the right to use or disclose the data herein to the extent provided in the award. This restriction

does not limit the government's right to use or disclose data obtained without restriction from any source, including the proposer."

Further, to protect such data, each page containing such data must be specifically identified and marked, including each line or paragraph containing the data to be protected with a legend similar to the following:

"Use or disclosure of the data set forth above is subject to the restriction on the cover page of this proposal."

It should be noted, however, that data bearing the aforementioned legend may be subject to release under the provisions of the Freedom of Information Act (FOIA), if NNSA, AFRL or a court determines that the material so marked is not exempt under the FOIA. The Government assumes no liability for disclosure or use of unmarked data and may use or disclose such data for any purpose. The Proposer may request that proprietary information not be disclosed to non-Government reviewers. Such information should be clearly marked and separable, so that the information may be removed prior to submitting the proposal for review.

## **H. Award Instrument and Program Management**

### **1. NNSA Award Instruments**

The cognizant NNSA federal program managers will have responsibility for conducting periodic reviews of the program to monitor progress and ensure alignment with the objectives of the program.

#### *Financial Assistance*

For Financial Assistance, negotiation, award, and administration will be in accordance with DOE Financial Assistance rules (10 CFR Part 600) or other applicable regulations.

Appropriate provisions will be incorporated in any resulting financial assistance instrument as determined by the DOE Financial Assistance Rules (10 CFR Part 600) and the projects selected for award.

#### *Contracts*

For NNSA contracts, negotiation, award, and administration will be in accordance with 48 CFR and other applicable regulations.

Appropriate provisions will be incorporated in any resulting contract as determined by the Contracting Officer in accordance with 48 CFR Part 35 and the projects selected for award.

The following provisions are hereby incorporated by reference into this solicitation and will apply to any resulting NNSA contract:

- FAR 52.215-1, Alt. I, Instructions to Offerors—Competitive Acquisition (May 2001);
- FAR 52-215-2, Audit and Records—Negotiation (June 1999), (Note: Alt II will apply if a cost reimbursement contract is awarded to a State or local Government, educational institution or other nonprofit institution); and
- FAR 15.215-8, Order of Precedence—Uniform Contract Format (Oct 1997)

## **2. AFRL Award Instruments**

AFRL will only award cost-reimbursable type contracts. AFRL contracts will be issued in accordance with FAR, DOD and Air Force Materiel Command (AFMC) acquisition regulations.

### **I. Sub-Awards to Debarred and Suspended Parties**

Contractors, recipients, and participants, at any tier, must not make any Sub-award or permit any Sub-award (subcontract) to any party which is debarred, suspended, or is otherwise excluded from or ineligible for participation in Federal Assistance and Acquisition programs under Executive Order 12549, “Debarment and Suspension” or is otherwise ineligible hereunder.

### **J. Proposal Preparation**

No funding will be available under the NNSA Minority Economic Impact (MEI) loan program for preparation of proposals in response to this solicitation. NNSA assumes no responsibility for any costs associated with the proposal preparation or submission of proposal if an Award is not made. If a contract is awarded, such costs may be allowable as provided in the applicable cost principles, the contractor’s approved accounting system, and the FAR.

### **K. Notice Regarding Eligible/Ineligible Activities**

Eligible activities under this program include those which describe and promote the understanding of scientific and technical aspects of specific energy technologies, but not those which encourage or support political activities such as the collection and dissemination of information related to potential, planned or pending legislation.

### **L. Lobbying Restrictions**

None of the funds obligated on an Award shall be made available for any activity or the publication or distribution of literature that in any way tends to promote public support or

opposition to any legislative proposal on which Congressional action is not complete. This restriction is in addition to those prescribed elsewhere in statute and regulation.

**M. Notice Regarding Purchase of American-Made Equipment and Products — Sense of Congress**

It is the sense of the Congress that, to the greatest extent practicable, all equipment and products purchased with funds made available under an Award should be American-made.

**N. Compliance with Buy American Act**

Compliance will be required with Sections 2 through 4 of the Act of March 3, 1933 (41 U.S.C. 10a - 10c, popularly known as the “Buy American Act”). The Proposer should review the provisions of the Act to ensure that expenditures made under an Award are in accordance with it.

**O. Additional Information**

Proposers are advised that only Contracting Officers are legally authorized to commit the Government. It is highly recommended that proposals contain a thoroughly realized technical approach with clear and descriptive narrative and a detailed cost breakdown with rationale for the proposed costs.

The projects awarded by NNSA as a result of this Solicitation will be administered by the NNSA Oakland Operations Office. Negotiation, award, and administration will be in accordance with DOE Financial Assistance Rules (10 CFR Part 600) if a financial assistance instrument is chosen, and 48 CFR (FAR) if a contract is awarded. The Code of Federal Regulations may be obtained electronically at <http://www.access.gpo.gov/nara/cfr/>. The FAR may be accessed at <http://www.arnet.gov/far/>.

Projects awarded by AFRL as a result of this solicitation will be administered by the AFRL/VSBL and ESC/PKR, Hanscom AFB. Negotiation, award, and administration will be in accordance with FAR, DOD, and AFMC acquisition regulations.

**P. Classified Proposals**

It is anticipated that research under this Solicitation shall generally be unclassified. Some efforts, however, may be classified. Proposers for classified efforts may use up to five pages of the 45-page limit on the Technical Proposal for a classified annex, following appropriate classification guides. Since some of the guides are classified, personnel and facility clearances must accompany the request. Do not submit any classified information on IIPS. To obtain instructions on the process for submission of classified proposals, such Proposers may contact:

Ms. Gloria Abdullah-Lewis, Contract Specialist  
Email: [gloria.abdullahlewis@oak.doe.gov](mailto:gloria.abdullahlewis@oak.doe.gov)

### **Q. National Environmental Policy Act (NEPA) Requirements**

All Proposers shall complete an Environmental Checklist. For proposals with a teaming arrangement, only the lead Proposer need complete an Environmental Checklist that covers the team's efforts. This checklist is to be completed at the time of proposal submission and be included in the Business Management Proposal as indicated in Section II.D. The Environmental Checklist consists of a series of questions designed to gather information in the following general areas as related to the proposed project: chemicals, waste generation, emissions, permitting, natural resources and any unique or controversial issues. The requested information will be used by NNSA and AFRL to evaluate any potential impacts (positive and negative) on the environment and, accordingly, contain sufficient detail for NNSA and AFRL to meet its requirements under NEPA.

Proposers are restricted from taking any irreversible action prior to NNSA or AFRL reaching a final NEPA decision regarding the proposed project. Irreversible actions include demolition of existing buildings, site clearing, ground breaking, construction, and/or detailed design. This restriction, however, does not preclude the Proposer from developing plans, preliminary designs, or performing other necessary support work prior to NNSA or AFRL reaching its final NEPA decision, provided the work has been authorized by NNSA or AFRL.

### **R. Forms**

All forms for this solicitation are included as file attachments to this solicitation in IIPS. These forms are in writable PDF, MS Word, and MS Excel formats and include:

1. Application for Federal Assistance (Standard Form SF-424) – Adobe Acrobat pdf
2. Budget Page (DOE F 4620.1) – Microsoft Excel file
3. Assurance of Compliance – Nondiscrimination in Federally Assisted Programs (DOE F 1600.5) – Microsoft Word file
4. Past and Present Performance Information
5. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements (FA-CERTS) – Microsoft Word file
6. Representation, Certification, and Other Statements of Offeror (Reps & Certs)
7. Environmental Checklist (NEPA) – Microsoft Word file

### **S. Amendments to the Solicitation**

Amendments/Modifications will **only** be placed on the Industry Interactive Procurement System (IIPS) homepage at <http://e-center.doe.gov> (see "IIPS Information" below). Hard copies will not be mailed. Only those parties **officially registered** with IIPS may enroll in the Solicitation Mailing List to receive e-mail notices that amendments, if any, to this solicitation, have been posted. NNSA reserves the right to extend the closing date for Proposals, if necessary.

## **T. Submission of Proposals**

Proposals **must be submitted electronically** via the Industry Interactive Procurement System (IIPS), which is accessed online at: <http://e-center.doe.gov>. IIPS provides the medium for disseminating solicitations, receiving proposals, and awarding proposals in a paperless environment.

The only acceptable mode of proposal submittal/transmittal is through IIPS. Proposals submitted through any other method such as, the U.S. Postal Service, facsimile, telegraphically, courier companies, or hand-delivered hard copies will be considered non-responsive.

### **1. Industry Interactive Procurement System (IIPS) Information**

Individuals who have the authority to enter their institution into a legally binding contract/agreement and intend to submit proposals via IIPS **must register and receive confirmation that they registered prior to being able to submit a proposal** on IIPS. There is a short waiting period between registration and the acceptance of registration, typically a day. Proposers are strongly encouraged to register with IIPS as soon as possible before the proposal deadline. Once a Proposer is registered with IIPS, a signature on IIPS is the typed name on the proposal in Block 18 of the SF-424 and/or Block 17 of SF-33.

See “IIPS Tips” below (Section IV.T.3.) for contact information, guidance, and instructions on using IIPS.

Proposals must be submitted as an Adobe Acrobat PDF file, a Microsoft Word file, a Microsoft Excel file, or a Corel WordPerfect file via the IIPS in accordance with the instructions outlined in this solicitation and the IIPS User Guide.

**ALL PROPOSALS MUST HAVE AN IIPS TRANSMISSION TIME STAMP OF NOT LATER THAN 8:00 P.M. EASTERN STANDARD TIME (5:00 P.M. PACIFIC STANDARD TIME) ON FEBRUARY 6, 2003.**

### **Transmission Instructions**

Proposers are advised to begin transmission 24 hours in advance of the deadline in order to avoid any transmission difficulties.

Proposals are submitted into IIPS folders called volumes. Specific documents must be uploaded into specific volumes. Review these requirements before you compile the documents for your proposal.

Proposals must be complete and all documents must be transmitted in one session. Failure to transmit all documents in one session will result in an incomplete proposal. IIPS cannot combine partial proposals. Incomplete proposals are eliminated from further consideration.

Proposers may combine the documents for a specific volume into one file provided that file contains ***only*** those documents required for that volume. Documents may also be submitted as individual files. Forms should be submitted as individual files.

Proposal documents must be uploaded into the volumes as follows:

<b><i>Volume 1/Offer or Other Document:</i></b>	Cover Page
<b><i>Volume 2/Technical Proposal:</i></b>	Summary Page Narrative Technical Approach Proposed Schedule Key Personnel
<b><i>Volume 3/Cost Proposal:</i></b>	Budget Pages (DOE F 4620.1) Budget Justification
<b><i>Volume 4/Business Management Proposal:</i></b>	<p><b><u>Financial Assistance only</u></b>            Application for Financial Assistance (SF 424)            Negotiated Indirect Rate Agreement            Assurances of Compliance (DOE F 1600.5)            Certifications (FA-CERTS)            Contract and Financial Assistance List            Past and Present Performance Information            Funding Organization List            List of Foreign Nationals            NEPA Environmental Checklist</p> <p><b><u>Contracts only</u></b>            Solicitation, Offer and Award (SF-33)            Negotiated indirect rate information            Assurances of Compliance (DOE F 1600.5)            Representations, Certifications, and Other                Statements of Offeror (Reps &amp; Certs)            Contract and Financial Assistance List            Past and Present Performance Information            Funding Organization List            List of foreign nationals and SF-328            NEPA Environmental Checklist            Letter(s) of Commitment (for team proposals)</p>

If you make an error uploading files, log out of IIPS and start over. **You must resubmit the entire proposal.** See below further instructions on resubmitting proposals.

## **2. Late Proposals, Amendments, and Withdrawal of Proposals**

A proposal or amendment of a proposal shall be timely if it is transmitted through IIPS, and the date/time of the transmission indicated by IIPS is on or before the closing date indicated



above. Any proposal or amendment received after the closing date and time will be considered a late submission and treated in accordance with FAR 15.208.

Corrections and Changes: Proposals cannot be altered once they have been submitted to IIPS. Proposers are required to ***resubmit an entire proposal package*** when making any change. Failure to resubmit a full proposal package including all required documents will result in an incomplete proposal. Proposers are to notify the Contracting Specialist when resubmitting a proposal so that the prior proposal may be removed from IIPS. (See below.) Changes and corrections cannot be accepted after the closing date and time.

Removing Proposals: If you wish to withdraw or make any change to your proposal, the individual who submitted the proposal must make a written request to the Contracting Specialist, Gloria Abdullah-Lewis, to have the proposal removed from IIPS. The request must include the submitter's name, organization, title of the proposal, and the date and time the proposal was submitted. Email the request to Ms. Abdullah-Lewis at [gloria.abdullahlewis@oak.doe.gov](mailto:gloria.abdullahlewis@oak.doe.gov). ***The entire original proposal will be removed. The entire replacement proposal, if any, must be resubmitted.***

Duplicate Submissions: In the event a Proposer submits two or more proposals with the same title, the proposal with the latest date and time stamp is the proposal that will be accepted. It is not possible to combine submissions. Please follow the guidance above for removing incorrect proposals so that duplicate proposals are not processed in IIPS.

### 3. IIPS Tips

#### Help

An IIPS "User Guide" can be obtained by going to the IIPS Homepage at <http://e-center.doe.gov> and clicking on the "Help" button.

Experts are also available to help. For technical issues with the operation of IIPS such as difficulty uploading documents, transmission or connectivity problems please contact:

IIPS Help Desk: Hours: 8am – 8pm ET M-F, except Federal holidays  
 Phone: (800) 683-0751 (press 1 to bypass the recorded message)  
 Email: [IIPS\\_HelpDesk@e-center.doe.gov](mailto:IIPS_HelpDesk@e-center.doe.gov)  
 Frequently Asked Questions:  
<https://e-center.doe.gov/iips/FAQs.nsf>

For questions concerning the solicitation requirements please contact:

Contracting Specialist: Gloria Abdullah-Lewis  
 Email: [gloria.abdullahlewis@oak.doe.gov](mailto:gloria.abdullahlewis@oak.doe.gov)

## **System Requirements**

**Browsers:** IIPS works best with Internet Explorer 5.x and Netscape 4.x and higher. Mac users will need Netscape. Other versions of these browsers may not always run properly. Other browsers are not supported at this time. More information on browser support is provided in IIPS Frequently Asked Questions, <https://e-center.doe.gov/iips/FAQs.nsf>.

## **IIPS Registration**

1. Enter the IIPS website at <http://e-center.doe.gov>.
2. Click on the **REGISTER** button on the left. (You may also click “click here if you would like to register to receive notification of business opportunities.”)
3. Click on the box that says “**Check this box for acquisitions greater than Simplified Acquisitions threshold or financial assistance.**”
4. From the registration choices, select “**Register Only**” or “**Register and subscribe.**” (See below for information on the latter option.)
5. Click on “**Proceed to Form.**”
6. You should receive a “Security Alert” notice. Click on “**yes**” to proceed.
7. Read the “Notice of Disclaimer”. Click on “**I accept**” to proceed. Selecting “I decline” will end the session and you will not be registered.
8. **Complete the registration form.** Only those fields preceded by a gold ball are required fields. These are: Company, Address, First Name, Last Name, E-mail, and phone number. Leaving any of these fields blank will invalidate your registration. When completing the registration form:
  - Your first name in Contact Information must be a name, not an initial;
  - Do not use any middle name or initial;
  - User names are case sensitive; and
  - You may leave blank only those fields *without* a gold ball.
9. The last entry under contact information is your password. You may use the randomly generated password or one of your own. Please make note of your password. You must enter your user name and password each time you login to IIPS. User names and passwords are case sensitive. Keep your IIPS information in a secure location.
10. Click on “**Submit Registration.**” You will receive a notice that your registration has been accepted. Do not confuse this with the email confirmation. That will come via separate email.
11. Close your browser before proceeding on with any other Internet activities. You will be able to log in to IIPS and submit proposals after you receive your email confirmation.

### ***“Register and subscribe” option***

Those who wish to receive notice of opportunities in this or other areas of interest may choose to register using the “Register and Subscribe” option. This registration form is considerably longer and asks for detailed business information such as number of employees, annual sales, and names of officers.

You will be required to enter the CBD/FSCG code(s) and/or the *first three digits* the North American Industry Classification System (NAICS) number or for those fields in which you have an interest. You may enter more than one number. The NAICS number for this solicitation is 541710, “Research and Development in the Physical, Engineering, and Life Sciences,” so you would enter 541 to receive notifications of notices related to “Professional, Scientific and Technical Services.” For more information on NAICS codes, there is a link on the registration page or you may go to <http://epic.od.nih.gov/naics>. The CBD/FSCG codes are listed on the registration page. Failure to enter an NAICS or CBD/FSCG code will invalidate the registration. You may not use “NA” in this field.

### **Preparing Your Submission**

**Register Early:** If you and your contracting or grants office has not already done so, register in IIPS. The individual(s) in your organization who have the authority to enter the institution in a legally binding contract or agreement will need to register as they are the ones who are required to submit the final proposal into IIPS. We **strongly** recommend all parties register at least two weeks prior to the closing date. Registration confirmation can take some time. Do not wait until the closing date to begin this process.

**Organize Your Documents:** Proposal components must be submitted into IIPS folders called volumes. Specific documents must be uploaded into specific volumes. Details on the volumes and their contents are described below in “Submitting Your Proposal.” Please review these carefully *before* you compile the documents for your proposal.

**Practice:** If you would like to practice submitting your proposal you may do so by clicking on the link to the test area on the solicitation main page. You may practice in this area as much as you like. Documents submitted into the test area are periodically deleted. Do not submit your proposal in this area.

### **Submitting Your Proposal**

**Transmit Early:** Do not wait until the last minute. Submit your proposal into IIPS at least 24 hours prior to the deadline. If you encounter any transmission problems, connectivity issues, etc. you will have time to work them out before the solicitation closes. Proposals will not be able to transmit after the submission deadline.

**Proposal Documents:** The proposal documents you submit may be submitted as Microsoft Word, Microsoft Excel, Adobe Acrobat PDF, or Corel WordPerfect files.

**Submit a Complete Proposal:** Have all components of your proposal ready for transmission before logging on to IIPS. Proposals must be complete and must be transmitted in one session. Submitting partial information in multiple sessions or logins will result in multiple incomplete proposals. IIPS cannot combine partial submissions.

Submitting the Proposal: When you are ready to submit your proposal, go to the solicitation main page and click on the “Submit proposal” button along the top of the page. You will have the choice of entering your files into any of the four volumes. ***It is important that Proposers upload the proper files into the proper volume.*** Accurate input will ensure proposal elements are delivered to the proper official in a timely manner.

IIPS will provide confirmation of a successful transmission. If you encounter difficulties uploading your files, contact the IIPS help desk for assistance.

The appropriate information for each volume may be submitted as a single file or as multiple files, with the exception of forms, which should be submitted as individual files. Any combination of combined and single files will be accepted as long as there is no duplication within the submitted files *and* the files contain only those documents relevant to the volume in which they are submitted. Questions concerning the proper submission of documents should be directed to the contracting specialist, Ms. Gloria Abdullah-Lewis by email at gloria.abdullahlewis@oak.doe.gov. If you have a question concerning the transmission please contact the IIPS help desk immediately at (800) 683-0751.

Classified Information: Do not submit any classified information on IIPS. For instructions on the process for submitting a classified proposal please contact the Ms. Gloria Abdullah-Lewis at (510) 637-1863.

### **Joining the Solicitation Mailing List**

All notices regarding this solicitation including notices of amendments and changes, if any, are sent via email only to mailing list subscribers.

You must first be registered in IIPS and have received the email confirmation before you are able to join the solicitation mailing list.

Joining the solicitation mailing list is done on the solicitation’s main page. There are several ways of accessing the Nuclear Explosion Monitoring solicitation main page in IIPS. The following direction provides the most direct route.

1. Enter the IIPS website at: <http://e-center.doe.gov>.
2. Click on the **Login** bar on the left. (Or “click here if you would like to login to e-center.”)
3. Industry Interactive Procurement System should be filled in, if not, click that box.
4. Click “**Login**.”
5. You should receive a “Security Alert” notice. Click on “**yes**” to proceed.
6. Enter your **user name** and **password** and click **OK**. Do not use a middle initial.
7. Select to view the opportunities by **Contracting Activity**.
8. Click on the **folder** next to Oakland Operations Office.

9. Click on the solicitation number **DE-PS03-03SF22698**, Georgia McClelland, Contracting Officer, Nuclear Explosion Monitoring Research and Engineering Program. This will open the solicitation page.
10. At the top center of the page, click “**Join Solicitation Mailing List.**”
11. Complete the form with your company, name, address, phone, and email, and click “**Submit.**”
12. Close your browser.

## V. SOLICITATION DEFINITIONS

**“Award”** means the written documentation executed by a NNSA or AFRL Contracting Officer, after a Proposer is selected, which contains the terms and conditions for providing a contract or financial assistance to the Proposer(s).

**“Broad Agency Announcement (BAA)”** means the acquisition of basic and applied research and that part of development not related to the development of a specific system or hardware procurement, per FAR 35.016.

**“Budget”** means the cost expenditure plan submitted in the Proposal, including both the NNSA/AFRL contribution and that provided by the Proposer institution(s).

**“Budget Period”** means an interval of time, specified in the award, into which a project is divided for budgeting and funding purposes.

**“CFDA”** is the Catalog of Federal Domestic Assistance. The CFDA provides information on Federal Assistance Programs. Information on Federal Grant Programs can be found at <http://www.cfda.gov>.

**“Contract”** means a mutually binding legal relationship obligating the seller (Proposer) to furnish the supplies or services and the buyer (the Government) to pay for them. It includes all types of commitments that obligate the Government to an expenditure of appropriated funds and that, except as otherwise authorized, are in writing.

**“Contracting Officer”** means a person with the authority to enter into, administer, and/or terminate contracts and make related determinations and findings. The term includes certain authorized representatives of the contracting officer acting within the limits of their authority as delegated by the contracting officer.

**“Cooperative Agreement”** means a financial assistance instrument used by NNSA to transfer money or property when the principal purpose of the transaction is to accomplish a public purpose of support or stimulation authorized by Federal Statute, and substantial involvement is anticipated between NNSA and the Proposer during the performance of the contemplated activity.

**“Export Control”** refers to government rules and regulations that govern the transfer of commodities (equipment, hardware, or materiel), technologies (technical data, information, or assistance), and software (commercial or custom) to any non-U.S. entity or individual, wherever the transfer may take place.

**“FA CERTS”** means the Financial Assistance form entitled *Certifications regarding lobbying, debarments, suspension and other responsibility matters, and drug-free workplace requirements*. This form is required of all Proposers.

**“FFRDC”** refers to a Federally Funded Research and Development Center such as the NNSA National Laboratories.

**“Financial Assistance”** means the transfer of money or property to a recipient or sub-recipient to accomplish a public purpose of support authorized by Federal Statute through Research Grants or Cooperative Agreements and Sub-awards. In NNSA, it does not include direct loans, loan guarantees, price guarantees, purchase agreements, Cooperative Research and Development Agreements (CRADAs), or any other type of financial incentive instrument.

**“Industry Interactive Procurement System (IIPS)”** means the Internet based, electronic system used to submit proposals.

**“Key Personnel”** means the individuals who will have significant roles in planning and implementation of the proposed project.

**“Knowledge Base”** means the state-of-art computerized database of research products (primarily seismic) that are structured for use in the US National Data Center data processing pipeline. Product integration from the research level to the operational level is a central thrust of the NNSA Ground-Based Nuclear Explosion Monitoring Research and Engineering Program

**“Merit Review”** means a thorough, consistent, and objective examination of proposals based on pre-established criteria by persons who are independent of those submitting the proposals and who are knowledgeable in the field of endeavor for which support is requested. For this solicitation, the merit review will be conducted using a peer review process.

**“Peer Review”** means merit reviews by subject matter experts for this solicitation.

**“Principal Investigator”** as applied to proposals under this solicitation means the single individual responsible for the management of the proposal/project. In the case of teams, each organization will specify a principal investigator, with one principal investigator designated as the “lead.” The lead principal investigator will be from the organization designated the overall technical lead and will be accountable for the full team effort.

**“Product Integrator”** means the person responsible for ensuring that data and research results and products developed under this solicitation are properly integrated into the NNSA Knowledge Base.

**“Project”** means the set of activities described in a Proposal or other document that is approved by NNSA/AFRL for financial assistance or a contract (whether such financial assistance represents all or only a portion of the support necessary to carry out those activities).

**“Project Period”** means the total period of time indicated in an award during which NNSA expects to provide support contingent upon satisfactory progress and available funds. A Project Period may consist of one or more Budget Periods and may be extended by NNSA.

**“Proposal”** means the documentation submitted in response to this solicitation.

**“Proposer”** as applied to this solicitation means the university, National Laboratory, or organization committed to the execution of the proposed project under the direction of its Principal Investigator.

**“Recipient” or “Awardee”** means the entity that receives an award from NNSA or AFRL and is financially accountable for the use of any Government funds provided for the performance of the project, and is legally responsible for carrying out the terms and conditions of the award.

**“Sub-award”** means an award of Financial Assistance by a recipient to an eligible sub-recipient. The term may include a contract under a financial assistance award. Sub-awards are discouraged in favor of teaming arrangements for this solicitation.

**“Solicitation”** means any request to submit offers or quotations to the Government. As used in this document, “solicitation” is synonymous with “Broad Agency Announcement” or “BAA.”

**“Substantial Involvement”** means involvement on the part of the government that includes direction that the Proposer(s) is required to follow. Such involvement will be negotiated with each Proposer prior to signing any agreement.

**“Teaming”** means an arrangement in which two or more organizations work together on a proposal and subsequent award with one individual designated as the lead principal investigator responsible for the integration, management, and reporting for the team. Each organization on the team will have a separate financial assistance agreement or contract with NNSA or AFRL.